



UNITED STATES BANKRUPTCY COURT

EASTERN DISTRICT OF MISSOURI
THOMAS F. EAGLETON U.S. COURTHOUSE
111 SOUTH TENTH STREET, FOURTH FLOOR
ST. LOUIS, MISSOURI 63102

www.moeb.uscourts.gov

DANA C. McWAY
CLERK OF COURT

DIANA DURKEE AUGUST
CHIEF DEPUTY CLERK

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UNCLAIMED FUNDS RETRIEVAL NOTICE

The following serves as a guide for all funds locators and bankruptcy practitioners seeking to recover unclaimed funds from the United States Bankruptcy Court, Eastern District of Missouri. This is not a comprehensive guide, as it cannot address every contingency which may arise during the course of recovering unclaimed funds, and any specific questions you may have should be directed to Diana Durkee August, Chief Deputy Clerk, at (314) 244-4602 or Dana LaRosa, Financial Specialist, at (314) 244-4902.

The following forms must be submitted by all representative petitioners prior to retrieval of unclaimed funds:

- Application for Payment from Unclaimed Funds**
- Affidavit of Creditor Information (notarized)**
- Power of Attorney (notarized)**
- Proposed Order for Payment of Unclaimed Funds**

With the exception of the Power of Attorney form, the abovementioned forms can be obtained from the Court's web site at the following address: www.moeb.uscourts.gov. The Court's web site also provides a search feature to allow creditors to access unclaimed fund records through the national unclaimed funds database. Additional documentation may be necessary under some circumstances (ex., original creditor has merged with another entity, etc.).

The following rules apply with regard to submission of the forms: 1.) The Court will not accept documents which appear to have been altered in any material way. 2.) Documentation should include original signatures and should not be on facsimile paper. 3.) The proposed Order for Payment of Unclaimed Funds should require the check to be issued payable to the claimant and the locator jointly.

**DANA C. McWAY
CLERK OF COURT**

BY: _____

**Diana Durkee August
Chief Deputy Clerk**

Dated: May 13, 2016

